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GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING



MICHAEL P. FLANAGAN
SUPERINTENDENT OF
PUBLIC INSTRUCTION

MEMORANDUM

TO: Local School District Superintendents
Public School Academy Directors

FROM: Dr. Yvonne Caamal Canul, Director
Office of School Improvement

DATE: February 24, 2006

SUBJECT: October 2005 Free Eligible Counts for Public School
Buildings and Residential Child Care Institutions (RCCIs)

This is to inform you that the October 2005 Free Eligible Counts for Public School Buildings and Residential Child Care Institutions (RCCIs) is ready to be initiated in the Michigan Electronic Grants System (MEGS). The counts that are submitted on this form will be used to determine 2006-07 allocations under Section 31a and 32d of the State School Aid Act, as well as the statewide counts needed for allocations under The No Child Left Behind Act of 2001.

Section 31a legislation specifies that the count used will be the October 31, 2005, final adjusted count of membership pupils who met the income eligibility criteria for free breakfast, lunch, or milk. Since the count that is submitted to the Department for meal reimbursement purposes may include children and adult students who do not meet the definition of membership pupil, it may be necessary to adjust the count used for Section 31a using Part 1 of the October counts form. Part 2 allows districts to include membership pupils who are educated in residential child care institutions and are eligible for free breakfast, lunch or milk. Section 31a allocations for public school academies without October 2005 counts will be based on their October 2006 counts.

Section 32d legislation utilizes a formula based in part on the grades 1-5 count of pupils eligible for free breakfast, lunch, or milk to determine the maximum allocation for a district or academy.

Title I allocations for school districts will be based on estimated 2003 census poverty counts, as is required by the Title I legislation. To determine Title I allocations for public school academies, the MDE is required to use the statewide totals of census poverty counts and free eligible counts to obtain an equating factor, which is then applied to the free eligible counts for each academy to obtain an "equated" census poverty count.

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To adjust and submit your October 2005 counts, district and public school academy administrators with a Level 5 MEGS security clearance should login to MEGS and initiate the October Free Eligible Counts (FY 2006) application. More detailed information and instructions can be found in the MEGS "Help" screens once you have initiated the application. This correspondence and a link to the MEGS website can be found at the Office of School Improvement website at <http://www.michigan.gov/osi>, under the "Field Support Services Unit" category, click on "Form FS-4731-C October Free Eligible Counts." Your October 2005 counts should be submitted in MEGS by April 27, 2006. School districts and academies submitting after this date will have their allocations for all programs within the Consolidated Application withheld until the allocation processes for all other districts and academies are complete, usually sometime after September 1st. Should you have any questions, please contact Jayne Klein, Office of School Improvement at 517-373-4006 or KleinJ@michigan.gov.

Enclosures